



FEDERAL EXECUTIVE BOARD OF ST. LOUIS
THE BOEING COMPANY

July 25, 2002

21st Annual Greater St. Louis Small Business Opportunity Conference/Trade Fair

Together We Are Better – Building Relationships

The 2002 Conference is scheduled for Thursday, October 10 at the Chase Park Plaza Hotel. The Federal Executive Board's Small and Disadvantaged Business Opportunity Committee, and The Boeing Company's Aircraft and Missile Division are again joint sponsors of this event.

The Conference is a unique blend of networking, training, and exhibition. Small business owners have an opportunity to interact with federal, state and local governmental agencies to exhibit their capabilities and product lines. The Conference also presents educational sessions.

The Honorable Frances Slay, Mayor of the City of St. Louis, is the scheduled keynote speaker. A series of workshops and several general sessions give participants current information on government services and regulations, and private sector business support. Topics included in the 2002 workshops are Reducing the Business Tax Burden, Alternate Funding Sources, E-Business for Small Business, and On-site HUBZone certification.

Conference participants are from the bi-state region of eastern Missouri and southern Illinois. Exhibitors include the Boeing Company's Aircraft and Missile Division, various local, state and federal government agencies and large businesses and institutions.

COSPONSORS

Levels are:

Gold	\$1,000 conference program full-page ad
Silver	\$ 500 conference program half page ad
Bronze	\$ 250 conference program one-fourth-page ad

Cosponsors receive two admissions with continental breakfast and lunch.
Also included: exhibit table --8 feet long and 30 inches wide

EXHIBITORS

Categories are:

Corporate/Company	\$125
Government	\$100 (covered by the Employees Training Act)

Exhibitors receive two admissions with continental breakfast and lunch.
Also included: exhibit table --8 feet long and 30 inches wide

Additional tickets for cosponsor and exhibitor personnel are available for \$40.



**2002 BUSINESS OPPORTUNITY CONFERENCE
COSPONSOR REGISTRATION**

Date: Thursday, October 10, 2002
Location: Chase Park Plaza Hotel
Address: 212-232 North Kingshighway Boulevard, St. Louis, MO 63108
Registration Deadline: September 26, 2002
Conference contacts: Ron Nave 1-800-325-3419 or 314-331-5542
Linda Saabye 314-331-5432

Company Name _____

Please check: Gold \$1000_____ Silver \$500_____ Bronze \$250 _____

Contact Person _____

Telephone Number (Including Area Code) _____

E-mail Address _____

Street _____

City _____ State _____ (Zip Code) _____

Names/Titles of Attendees (Two per registration. Additional personnel are \$40 per person.)

Method of Payment:

() Check/Money Order (payable to Federal Executive Board)

() VISA () MASTERCARD CARD # _____

Expiration Date: _____ Signature: _____

Mail To: Federal Executive Board
1520 Market Street, Room 2025
St. Louis, MO 63103-2682

Fax To: 314-539-6314

**2002 BUSINESS OPPORTUNITY CONFERENCE
COSPONSOR REGISTRATION**

Exhibit Requirements:

The exhibit area will be expanded to accommodate a few more tables. However, there are some limits to the resources available. Should you require exhibit space greater than the standard, your registration fee will be doubled. Also, all requests for resources beyond the standard will be on a first come—first served basis determined by the postmark on the registration and date on fax. Gold cosponsors will receive the additional provisions (listed below) at no charge.

Standard Exhibit: standard eight foot table with single white tablecloth (no skirting) and two chairs.

Additional Provisions:

Second table: Yes___No___ (If yes, double registration fee.)

Electrical outlet: Yes ___No___ (Price per outlet is \$100)

Telephone: Yes ___No___ (Price per line is \$100)

Tripod for signage: Yes ___No___(\$25 each)

Exhibits may be set up from 3-9 pm the night before the conference and from 6-8 am and 9:30-11:30 am on the day of the conference.

All on-site storage is the cosponsor/exhibitor responsibility to request from the hotel.

Advertisement for Conference Program: all ads must be composed in Microsoft Word and only JPG and BMP graphics can be used. All ads must be submitted to Ron Nave not later than September 6, 2002, at Defense Contract Management Agency, 1222 Spruce Street, ATTN: DCMaw-GLDSB/RON NAVE, St. Louis, MO 63103-2812.

Other Specifications:

Special diet:

Disability Accommodation:

Hotels in the area are:

Chase Park Plaza
314-633-1000

Best Western Inn at the Park
4630 Lindell Blvd.
314-367-7500

Cheshire Inn and Lodge
6300 Clayton Road
314-647-7300

**2002 BUSINESS OPPORTUNITY CONFERENCE
EXHIBITOR REGISTRATION**

Date: Thursday, October 10, 2002
Location: Chase Park Plaza Hotel
Address: 212-232 North Kingshighway Boulevard, St. Louis, MO 63108
Registration Deadline: September 26, 2002
Conference contacts: Ron Nave 1-800-325-3419 or 314-331-5542
Linda Saabye 314-331-5432

Organization Name _____

Contact Person _____

Telephone Number (Including Area Code) _____

E-mail Address _____

Street _____

City _____ State _____ (Zip Code) _____

Names/Titles of Attendees (Two per registration. Additional personnel are \$40 per person.)

() Corporate/Company \$125 () Government \$100

Method of Payment:

() Purchase Order

() SF 182

() DD 1556

() Check/Money Order (payable to Federal Executive Board)

() VISA () MASTERCARD CARD # _____

Expiration Date: _____ Signature: _____

Mail To: Federal Executive Board
1520 Market Street, Room 2025
St. Louis, MO 63103-2682

Fax To: 314-539-6314

**2002 BUSINESS OPPORTUNITY CONFERENCE
EXHIBITOR REGISTRATION**

Exhibit Requirements:

The exhibit area will be expanded to accommodate a few more tables. However, there are some limits to the resources available. Should you require exhibit space greater than the standard, your registration fee will be doubled. Also, all requests for resources beyond the standard will be on a first come—first served basis determined by the postmark on the registration and date on fax. If gold cosponsors require electrical, telephone or tripod, they will be provided at no charge.

Standard Exhibit: standard eight foot table with single white tablecloth (no skirting) and two chairs.

Additional Provisions:

Second table: Yes___No___ (If yes, double registration fee.)

Electrical outlet: Yes ___No___ (Price per outlet is \$100)

Telephone: Yes ___No___ (Price per line is \$100)

Tripod for signage: Yes ___No___(\$25 each)

Exhibits may be set up from 3-9 pm the night before the conference and from 6-8 am and 9:30-11:30 am on the day of the conference.

All on-site storage is the cosponsor/exhibitor responsibility to request from the hotel.

Advertisement for Conference Program: all ads must be composed in Microsoft Word and only JPG and BMP graphics can be used. All ads must be submitted to Ron Nave not later than September 6, 2002, at Defense Contract Management Agency, 1222 Spruce Street, ATTN: DCMaw-GLDSB/RON NAVE, St. Louis, MO 63103-2812.

Other Specifications:

Identify special diet: _____

Identify disability accommodation: _____

Hotels in the area are:

Chase Park Plaza
314-633-1000

Best Western Inn at the Park
4630 Lindell Blvd.
314-367-7500

Cheshire Inn and Lodge
6300 Clayton Road
314-647-7300

21st Annual (1981-2002)
**GREATER ST. LOUIS SMALL BUSINESS OPPORTUNITY
CONFERENCE/TRADE FAIR**
OCTOBER 10, 2002



Together we are better - building relationships



**CHASE PARK PLAZA
212-232 N. KINGSHIGHWAY BLVD.
ST. LOUIS, MO**

If your company is looking for business opportunities with:

- FEDERAL, STATE AND LOCAL GOVERNMENT AGENCIES
- LARGE CORPORATIONS

Attend the GREATER ST. LOUIS SMALL BUSINESS OPPORTUNITY CONFERENCE/TRADE FAIR FOR:

- A unique opportunity for small businesses to develop contacts with a variety of potential customers
- For information on how to do business with public agencies, large companies and the federal government
- To meet with representatives from various companies and agencies
- To gain knowledge from workshops
- To obtain information on federal, state and local certification programs and resources

SPONSORS

Federal Executive Board

**The Boeing Company
Aircraft And Missile Division**

COSPONSORS

- | | |
|---|---|
| • U.S. Small Business Administration | • Metropolitan St. Louis Sewer District |
| • Defense Contract Management Agency (DCMA) St. Louis | • Internal Revenue Service |
| • Ameren Corporation | • St. Louis Minority Business Council |
| • Missouri And Illinois Procurement Assistance Centers | • St. Louis Business Diversity Initiative |
| • Sabreliner Corporation | • Air Mobility Command |
| • Engineered Support Systems, Inc./Systems & Electronics Inc. | • Scott Air Force Base, IL |

AGENDA

7:30-8:30 a.m. REGISTRATION
(Continental Breakfast)

8:30-8:35 a.m. COLOR GUARD PRESENTATION

8:35-8:45 a.m. ADMINISTRATIVE REMARKS
Mr. Gary J. Eisenhart
The Boeing Company
Aircraft And Missile Division

8:45-9:00 a.m. WELCOME REMARKS
Mr. Roger Nienaber
Chair, Federal Executive Board

9:00-9:30 a.m. BUILDING RELATIONSHIPS
Ms. Fay Fleming
CEO & President, Fleming Communications
President, National Association Of Women Business Owners, St. Louis

9:30-10:30 a.m. & WORKSHOPS (1 HOUR)
10:30-11:30 a.m.

- A. SBA Government Contracting Certification
- B. PRO-NET Demonstration
- C. Small Business Banking Basics "The Underwriting Process"
- D. Internal Revenue Service - How to Reduce Your Tax Burden
- E. Alternative Funding Solutions
- F. E-Commerce Solutions
- G. Registered Apprenticeship Programs
- H. Women in Business - "Building Relationships – Is It Different?"

11:35 a.m. – 1:00 p.m. LUNCH

1:00 – 1:30 p.m. **KEYNOTE SPEAKER**
Honorable Francis G. Slay
Mayor, City Of St. Louis

1:30-2:30 p.m. WORKSHOPS (B-H) REPEATED

1:30-4:30 p.m. EXHIBIT AREA
Networking with Government and Industry Representatives

Parking Garage Located At Lindell & Euclid. Parking Validated At Conference Registration Desk – Valet Parking Is Not Authorized. For Further Information, contact Ron T. Nave, Conference Coordinator at 1-800-325-3419 or 314-331-5542, or Linda Saabye at 314-331-5432 or Patricia Guttman at 314-539-6600, Extension 255.